

FILE NO: _____

DATE: _____

(For Office Use Only)

THE CITY OF MIAMI BEACH
APPLICATION FOR BOARD OF ADJUSTMENT HEARING

1. REQUEST FOR: ☐ VARIANCE
 ☐ APPEAL FROM ADMINISTRATIVE DECISION
 ☐ FLOOD PLAIN MANAGEMENT BOARD

2. SUBJECT PROPERTY ADDRESS _____

Check here if property is an Historic site, or located in an Historic District (consult with staff): ()

BUILDING/BUSINESS NAME (if applicable) _____

3. LEGAL DESCRIPTION: _____

4. NAME OF APPLICANT _____

Applicant MUST be one of the following: the property owner, tenant, corp., partnership, limited partnership, limited liability corp. or trustee. In addition, if applicant is a corporation, partnership, L.P., L.L.C. or trustee, a separate Disclosure of Interest Form (pages A-5 through A-7) MUST be fully completed for each entity involved.

— ADDRESS OF APPLICANT _____ ZIP CODE _____
PHONE NUMBERS: WORK: _____ HOME: _____ FAX: _____

5. _____
NAME OF PROPERTY OWNER (IF DIFFERENT FROM #4)

If the owner of the property is not the applicant and/or will not be present at the hearing, the *Owner/Power of Attorney Affidavit* (Page A-4) must be filled out and signed by the property owner. In addition, if the property owner is a corporation, partnership, L.P., L.L.C. or trustee, a separate Disclosure of Interest Form (pages A-5 through A-7) MUST be fully completed for each entity involved.

— ADDRESS OF PROPERTY OWNER _____ ZIP CODE _____
PHONE NUMBERS: WORK: _____ HOME: _____ FAX: _____

6. _____
NAME OF CONTRACTOR AND/OR ARCHITECT TELEPHONE NUMBER

7. BRIEFLY DESCRIBE REQUEST: _____

8. PRESENT ZONING CLASSIFICATION: _____

9. THE FOLLOWING INDIVIDUALS ARE TO BE NOTIFIED OF THE HEARING DATE, AS MY REPRESENTATIVE(S): [ALL PERSONS APPEARING BEFORE THE BOARD, WHO ARE REPRESENTING THIRD PARTIES, SHALL REGISTER WITH THE CITY CLERK'S OFFICE]

NAME ADDRESS & ZIP CODE PHONE# ("P") & FAX# ("F")

BOARD OF ADJUSTMENT APPLICATION

10. IF APPLICANT IS OWNER, INDICATE DATE ACQUIRED: _____
11. IF APPLICANT IS TENANT (LESSEE), INDICATE LEASE DATE AND TERMS OF LEASE:

12. IF THERE IS AN OPTION TO PURCHASE OR LEASE THE SUBJECT PROPERTY, IS IT PREDICATED ON APPROVAL OF THIS APPLICATION? _____
13. IS HEARING BEING REQUESTED AS A RESULT OF A VIOLATION NOTICE?
YES _____ NO _____ IF YES, DATE OF VIOLATION NOTICE _____
14. HAS A PUBLIC HEARING PREVIOUSLY BEEN HELD ON THIS PROPERTY IN THE LAST FIVE YEARS? YES _____ NO _____ IF YES, COMPLETE THE FOLLOWING:
- BOARD _____ FILE NO: _____ DATE _____ DECISION: _____
- BOARD _____ FILE NO: _____ DATE _____ DECISION: _____
- BOARD _____ FILE NO: _____ DATE _____ DECISION: _____
15. ARE THERE ANY EXISTING STRUCTURES ON PROPERTY THAT WILL BE DEMOLISHED?
YES _____ NO _____ SPECIFY: _____

"APPLICANT HEREBY ACKNOWLEDGES THAT ANY VARIANCE/APPEAL GRANTED BY THE BOARD OF ADJUSTMENT SHALL BE SUBJECT TO ANY AND ALL CONDITIONS IMPOSED BY THE BOARD AND ANY OTHER BOARD HAVING JURISDICTION, AND THAT THE PROJECT MUST ALSO COMPLY WITH THE CODE OF THE CITY OF MIAMI BEACH AND ALL OTHER ORDINANCES."

ALL DATA SUBMITTED IN CONNECTION WITH THIS APPLICATION BECOMES A PERMANENT PART OF THE PUBLIC RECORD OF THE PLANNING DEPARTMENT OF THE CITY.

IMPORTANT NOTICE

The following pages (Affidavits and Disclosures of Interest) must be fully completed as requested. Should you not provide the proper information, the application will not be placed on the agenda and the Board will not hear your case. Affidavits and Disclosures must be completed by both the property owner and tenant (if applicable). If you have any questions regarding this procedure, do not hesitate to contact the Secretary to the Board of Adjustment at 305-673-7550.

BOARD OF ADJUSTMENT
AFFIDAVITS

IMPORTANT: IF THE FOLLOWING AFFIDAVITS AND DISCLOSURES OF INTEREST ARE NOT FULLY AND CORRECTLY COMPLETED, AS REQUESTED, YOUR CASE WILL NOT BE PLACED ON THE AGENDA.

COMPLETE ONE OR BOTH OF THE AFFIDAVITS ON THIS PAGE, AS APPLICABLE. NOTE: THE PROPERTY OWNER MUST ALSO FILL OUT AND SIGN THE "OWNER/POWER OF ATTORNEY" PORTION IF THEY WILL NOT BE PRESENT AT THE HEARING (see next page) ----

Should you have any question as to what must be filled out, contact the Secretary of the Board at 305-673-7550

OWNER OR TENANT AFFIDAVIT (circle one)

I, _____, being first duly sworn, depose and say that I am the owner/tenant of the property described herein and which is the subject matter of the proposed hearing; that all the answers to the questions in this application and all supplemental data attached to and made a part of the application are honest and true to the best of my knowledge and belief.

I, _____, hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on my property as required by the Board of Adjustment, and I take the responsibility of removing this notice after the date of hearing.

SIGNATURE

Sworn to and subscribed to before me
this _____ day of _____, 2_____.

NOTARY PUBLIC

Commission Expires: _____

CORPORATION AFFIDAVIT

Use for **PARTNERSHIP/LIMITED PARTNERSHIP OR L.L.C.** and amend as applicable

I, _____, being first duly sworn, depose and say that we are the President/Vice President, and Secretary/Ass't. Secretary of the aforesaid corporation, and as such, have been authorized by the corporation to file this application for public hearing; that all answers to the questions in said application and all supplemental data attached to and made a part of this application are honest and true to the best of our knowledge and belief; that said corporation is the owner/tenant of the property described herein and which is the subject matter of the proposed hearing.

We, _____, hereby authorize the City of Miami Beach to enter our property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on our property as required by the Board of Adjustment, and WE take the responsibility of removing this notice after the date of the hearing.

PRESIDENT'S SIGNATURE (CORP. SEAL)

ATTEST: _____

SECRETARY'S SIGNATURE

Sworn to and subscribed to before me
this _____ day of _____, 2_____.

NOTARY PUBLIC

Commission Expires: _____

BOARD OF ADJUSTMENT

IMPORTANT:

ONE, OR BOTH, OF THE AFFIDAVITS ON THE PREVIOUS PAGE (A-3) MUST BE FULLY FILLED OUT. ALSO, THE FOLLOWING AFFIDAVIT MUST BE COMPLETED BY THE PROPERTY OWNER IF THE APPLICANT IS *NOT* THE PROPERTY OWNER, OR, IF THE OWNER OF THE PROPERTY IS THE APPLICANT, BUT WILL NOT BE PRESENT AT THE HEARING.

FILL IN ALL BLANKS.

PLEASE CALL THE SECRETARY TO THE BOARD SHOULD YOU HAVE ANY QUESTIONS ABOUT FILLING OUT THE AFFIDAVIT OR DISCLOSURE OF INTEREST PAGES: 305-673-7550.

OWNER/POWER OF ATTORNEY AFFIDAVIT

I, being duly sworn, depose and say that I am the owner of the described real property and that I am aware of the nature and effect of the request for: _____ relative to my property, which is hereby made by me OR I am hereby authorizing _____ to be my legal representative before the Board of Adjustment.

I, _____, hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on my property as required by the Board of Adjustment, and I take the responsibility of removing this notice after the date of the hearing.

PROPERTY OWNER (PRINT NAME)

PROPERTY OWNER'S SIGNATURE

Sworn to and subscribed to before me
this _____ day of _____, 2_____.

NOTARY PUBLIC
Commission Expires:_____

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Rev: November 8, 2002

**CITY OF MIAMI BEACH
ZONING BOARD OF ADJUSTMENT**

DISCLOSURE OF INTEREST

CORPORATION

If the property which is the subject of the application is owned or leased by a CORPORATION, list the principal stockholders and the percentage of stock owned by each. Where the principal officers or stockholders consist of another corporation(s), trustee(s), partnership(s) or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.*

CORPORATION NAME

NAME, ADDRESS, AND OFFICE

% OF STOCK

CORPORATION NAME

NAME, ADDRESS, AND OFFICE

% OF STOCK

IF THERE ARE ADDITIONAL CORPORATIONS, LIST OTHERS, INCLUDING CORP. NAME(S) AND EACH INDIVIDUAL'S NAME, ADDRESS, OFFICE AND PERCENTAGE OF STOCK, ON SEPARATE PAGE.

Last page must be signed and notarized

TRUSTEE

If the property which is the subject of the application is owned or leased by a TRUSTEE, list the beneficiaries of the trust and the percentage of interest held by each. Where the beneficiary/beneficiaries consist of corporations(s), another trust(s), partnership(s) or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.*

TRUST NAME

NAME, ADDRESS, AND OFFICE

% OF STOCK

PARTNERSHIP/LIMITED PARTNERSHIP

If the property which is the subject of the application is owned or leased by a PARTNERSHIP or LIMITED PARTNERSHIP, list the principals of the partnership, including general and limited partners. Where the partner(s) consist of another partnership(s), corporation(s), trust(s) or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.*

PARTNERSHIP or LIMITED PARTNERSHIP NAME

NAME, ADDRESS, AND OFFICE

% OF STOCK

Last page must be signed and notarized

If there is a CONTRACT FOR PURCHASE, whether contingent on this application or not, and whether a corporation, trustee or partnership, list the names of the contract purchasers below, including the principal officers, stockholders, beneficiaries or partners. Where the principal officers, stockholders, beneficiaries or partners consist of another corporation, trust, partnership or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity. If any contingency clause or contract terms involve additional individuals, corporations, partnerships or trusts, list all individuals and/or complete the appropriate disclosure clause above.*

NAME

DATE OF CONTRACT

NAME, ADDRESS, AND OFFICE

% OF STOCK

For any changes of ownership or changes in contracts for purchase subsequent to the date of the application, but prior to the dates of final public hearing, a supplemental disclosure of interest shall be filed.

* Disclosure shall not be required of any entity, the equity interest in which are regularly traded on an established securities market in the United States or other country, or of any entity, the ownership interests of which are held in a limited partnership consisting of more than 5,000 separate interests and where no one person or entity holds more than a total of 5% of the ownership interests in the limited partnership.

The above is a full disclosure of all parties of interest in this application to the best of my knowledge and belief.

Signature: _____
Applicant

Print Name

Sworn to and subscribed before me this _____ day of _____, 19____

NOTARY PUBLIC

My Commission Expires: _____

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